

# KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS\*PORT Information Series

SiteManager Materials Module

## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

### General Description

This is one of the eight spreadsheet disciplines that KYTC will use for QC/QA program tracking. These spreadsheets allow data to be received by KYTC from Producers/Suppliers outside the department, and automatically loaded (with error checking) into the SiteManager system by the Spreadsheet Applet application developed by KYTC ITI. The eight disciplines include:

<u>Short Name</u>	<u>Description</u>
MIXPACK	Asphalt Mix Design
AMAW	Asphalt Mixtures Acceptance Workbook QC/QA
CONCMIX	Concrete Mix Design
CONCPVMT	Concrete Pavement QC/QA
CONCSTRT	Structural Concrete QC/QA
AGG	Aggregate QC/QA
DENSITY	Moisture-Density QC/QA
STRIPING	Striping QC/QA

The user initiates the Applet and directs the application as to the location of the spreadsheet, and the Applet then attempts to successfully load the spreadsheet. If any errors are encountered, the load is aborted and the specific errors returned to the user. Once successfully loaded into SiteManager, the Applet archives a copy of the spreadsheet for audit trail purposes (as described in **TBD**).

### Spreadsheet Applet Executable Location

**TBD**

### Spreadsheet Location

**TBD**

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## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

### Procedure

- The Asphalt Mixtures Acceptance Workbook (AMAW) Spreadsheet will only populate the Sample Information window records of the SiteManager application via the Spreadsheet Applet application.

This document describes the procedures for entering data into the spreadsheet that will be stored into the Sample Information related records in SiteManager. All records loaded by this spreadsheet will be protected (i.e., the Sample will be Authorized).

NOTE: Any changes necessary to the data will need to be done by using the “replacement” function available with the Spreadsheet Applet.

This spreadsheet will load sample related data as follows into either one visual inspection type sample (for material quantities less than 500 tons where no test is run), or up to six QC/QA/INFO samples with one test method each (if any test are actually run):

<u>Sample</u>	<u>Sample Type</u>	<u>Acceptance Type</u>	<u>Test(s)</u>
Sublot 1 VI – “VI01”	PACP	VI	----
--- or ---			
Sublot 1 QC - “QC01”	QC	TR	AMAMAW
Sublot 2 QC - “QC02”	QC	TR	AMAMAW
Sublot 3 QC - “QC03”	QC	TR	AMAMAW
Sublot 4 QC - “QC04”	QC	TR	AMAMAW
Lot QA 1 - “QA01”	QA	TR	AMAMAW
Lot IQA - “IQ01”	INFO	TR	AMAMAW

Test charges for the AMAMAW test will be computed by the spreadsheet (as this is not a standard fee) and the resultant value uploaded to the AMAMAW test template via the Applet. (Thus the AMAMAW charge amount entered into the SiteManager Test & Fee Schedule will not be used.)

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Refer to the AMAW End-User Procedure for the specific procedures required by the end-user to use this spreadsheet.

The following tables describe the fields loaded on the database, which are visible when viewing on the window, and the source, location, and procedures for each field from the KYTC perspective.

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### BASIC SAMPLE DATA FOLDER TAB (t\_smpl)

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Sample ID (smpl_id)	The unique identifier of the record generated for the material sample.	<p>The Sample ID is manually entered by the Sampler when logging the sample in SiteManager. The Sample ID is 14 characters in most circumstances but may be up to 16 characters long if there are special circumstances in the case of a revised sample or a recheck. Every character of the Sample ID has a specific meaning (i.e. it is a "smart" number) and should follow the naming convention of <i>DDCCCIIIYY####XX</i>. The definition of each character is outlined below.</p> <p>DD - The district number where the sample was taken.                      CCC – The crew number of the Sampler.                      III – The 3-letter initials of the Sampler. (Note: Users with only a first and last name should use "X" as their middle initial. Users with more than three names should choose which 3 letters they want to use, but should use the same 3 letters consistently when logging samples).                      YY - The 2-digit year that the sample was taken.                      #### - A 4-digit sequential number that starts with 0001 for <u>each</u> sample logged by a given Sampler and then increments sequentially for each sample logged thereafter (i.e. 0001, 0002, 0003, etc.).                      XX- The last two characters of the Sample ID should only be entered to indicate special circumstances. RV would be used to indicate a revised sample. RK would be used to indicate a recheck sample.</p>	Free-form	KYTC Spreadsheet Approver (& last two characters assigned automatically by spreadsheet)	<p>KYTC on-line population procedure applies (except the user will not enter the last two characters, i.e., "XX"). The last two characters are automatically assigned for the maximum of five samples loaded by this discipline. These are:</p> <ul style="list-style-type: none"> <li>• Sublot 1 VI - "V101"</li> <li style="padding-left: 20px;">--- or ---</li> <li>• Sublot 1 QC - "QC01"</li> <li>• Sublot 2 QC - "QC02"</li> <li>• Sublot 3 QC - "QC03"</li> <li>• Sublot 4 QC - "QC04"</li> <li>• Lot QA 1 - "QA01"</li> <li>• Lot IQA - "IQ01"</li> </ul> <p>Data check needed to ensure that this Sample ID does not already exist in SiteManager.</p> <p>If the Sample ID is blank, the remaining records/fields related to this sample should be ignored by the Applet.</p> <p><b>&lt;Pay Values.Sample ID&gt;</b></p>

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Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Status (stat_t)	This field identifies the current status of the record.	<p>When logging the sample, the Sampler should select the status of "Pending". Once all tests for the sample are completed, the Project Engineer will select the appropriate sample status before authorizing the sample. The available options in this pick-list are:</p> <ul style="list-style-type: none"> <li>Pending</li> <li>Complete</li> <li>Failed</li> <li>Failed, Removed from Project</li> </ul> <p><u>Notes:</u> Only Pending, Complete and Failed will count toward satisfying the sample requirements for a material. Only Complete, Failed and 'Failed, Removed from Project' are acceptable statuses for authorizing a sample.</p>	Code Table	Auto-populated by Spreadsheet	<p>All samples are accepted and counted towards S&amp;TR and will have the status of COMPLETE.</p> <p>This is a data check field as it is a code table.</p>
Revised by (revise_smpl_id)	Indicates the Sample ID of the sample that was revised by the sample record.	This field is auto-populated with the user ID of the Sampler for revised samples only.	N/A	N/A	<p>This will be a manual process to change the status of the Mix Design Approval if the mix design that was submitted was not used on the Contract.</p> <p>Applet will not use this field.</p>
Revising (N/A)	Indicates the number of the original sample that was revised.	This field is auto-populated for revised samples only. It is populated with the Sample ID of the original sample. A sample should only be revised if the original material failed and a new sample is taken for further testing or to correct an error/issue on an authorized sample.	N/A	N/A	<p>This will be a manual process to change the status of the Mix Design Approval if the mix design that was submitted was not used on the Contract.</p> <p>Applet will not use this field.</p>

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Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Sample Date (smp_dt)	The date the sample was taken.	The Sampler enters the actual date the sample was physically taken.	Date	End-User	<p>Date the sample was actually taken.</p> <p>For QC samples, this is the Sublot Date recorded for each sublot.</p> <p>For QA samples, this is the Sublot Date for the corresponding QC sublot.</p> <p><b>VI01:</b> &lt; Superpave. RANDOM TONS FOR EACH SUBLLOT. Sublot 1 Date&gt;</p> <p><b>QCxx:</b> &lt;Superpave. RANDOM TONS FOR EACH SUBLLOT.Sublot x Date&gt;</p> <p><b>QA01 &amp; IQ01:</b> &lt; Superpave. RANDOM TONS FOR EACH SUBLLOT.Sublot x Date based on the assigned sublot&gt;</p>
Link To (rel_smp_id)	This sample ID reflects another sample to which this one is linked. This link reflects the tie from this sample to the next in the chain of samples. It is used in part to group samples together.	<p>This field is populated by using the look-up function to link the current sample to another sample that already exists in SiteManager. The Sampler should link samples for the following:</p> <ol style="list-style-type: none"> <li>1. QC samples should be linked to the corresponding QA sample for the material.</li> <li>2. IAS Samples should be linked to an Acceptance Sample.</li> <li>3. Other situations when applicable.</li> </ol>	N/A	N/A	Applet will not use this field.

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Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Link From (N/A)	This reflects the opposite relationship as the Linked To. This will display the ID of the sample that contains this sample in its Linked To field. This field is meant to allow the user the ability to travel up the linked chain.	This field is only auto-populated for samples that are linked to another sample in SiteManager.	N/A	N/A	Applet will not use this field.
Log Date (log_dt)	The date the sample was received at the lab.	The KYTC <b>Mix Design Representative</b> enters the actual date the sample is logged in SiteManager.	Date	Auto-populated by Applet	System Date the sample was successfully imported into SiteManager.
Sample Type (smp_l_t)	Identifies the type of sample taken (e.g. acceptance, job control)	The Sampler selects the appropriate sample type from the pick-list. The values in this list are: Independent Assurance Informational Project Acceptance QA QC Check Sample Mix Design Approval	Code Table	Auto-populated by Spreadsheet	Assigned as follows: <ul style="list-style-type: none"> <li>• Sublot 1 PV - "PACP"</li> <li>• Sublot 1 QC - "QC"</li> <li>• Sublot 2 QC - "QC"</li> <li>• Sublot 3 QC - "QC"</li> <li>• Sublot 4 QC - "QC"</li> <li>• Lot QA 1 - "QA"</li> <li>• Lot IQA - "INFO"</li> </ul> <p>This is a data check field as it is a code table.</p> <p><b>&lt;Details. Various Hidden Cells&gt;</b></p>

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Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Acceptance Method (acpt_meth_t)	The method by which the sample is being accepted (e.g. visual, manufacturer certification)	The Sampler selects the appropriate acceptance method from the pick-list. The values in this list are: Certification Test Results Visual Inspection Mix Design Approval	Code Table	Auto-populated by Spreadsheet	This value will be Test Results for all samples except when Visual Inspection is being used on the Contract.  This is a code table. This is a data check field.  <b>&lt;Pay Values.Visual Inpection&gt;</b>
Material (matl_cd)	The material's unique identifier.	Using the look-up function, the Sampler selects the material being sampled and tested.	Code Table	End-User	Material Code is assigned by the spreadsheet based on the Type of Mix selected by the End-User (a one-to-one mapping to the Material Code).  Data check needed to ensure that this Material Code is an active material in SiteManager.  <b>&lt;Pay Values.Matl. Code&gt;</b>

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Sampler (smpld_by)	The ID of the sampler that took the sample.	The Sampler enters the SiteManager himself/herself from the list. In the case where the Sampler is not qualified to sample the material or his/her qualification has not been updated, he/she will contact the District Materials Engineer (DME) in his/her District for further action.	Free-form	QC: End-User Sampler/Tester  QA: KYTC Sampler/Tester	<p>User must be an active Sampler (i.e., Material User) and must have:</p> <p>An active "SUPERPAVE PLANT TECHNOLOGIST" Tester qualification for a Material Category of "ASPHALT-PLANT MIX".</p> <p>---OR---</p> <p>An active "SUPERPAVE MIX DESIGN TECHNOLOGIST" Tester qualification (and therefore have a SM User ID) for a Material Category of "ASPHALT-MIX DESIGN".</p> <p><b>VI01:</b> &lt;Superpave.Sublot # 1 Tested by&gt;  <b>QC01:</b> &lt;Superpave.Sublot # 1 Tested by&gt;  <b>QC02:</b> &lt;Superpave.Sublot # 2 Tested by&gt;  <b>QC03:</b> &lt;Superpave.Sublot # 3 Tested by&gt;  <b>QC04:</b> &lt;Superpave.Sublot # 4 Tested by&gt;  <b>QA01:</b> &lt;Super_Verify.Inspector ID (Upper)&gt;  <b>IQ01:</b> &lt;Super_Verify.Inspector ID (Lower)&gt;</p>

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Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
P/S (prodr_supp_cd)	The name of the P/S for the material listed.	Using the look-up function, the Sampler selects the approved Producer/Supplier (P/S) for the material being sampled. In the case where the P/S is not approved or the approval has expired, the sampler will contact the DME in his/her District for further action.	Drop-down / Free-form	End-User	<p>This is the Asphalt Plant (i.e., Producer/Supplier Code) where the material is being produced.</p> <p>Data check to ensure that this P/S Plant is active in SiteManager.</p> <p>Data check to ensure that the Material Code above is actively being produced by the P/S. (This will be based on the Sample Date.)</p> <p><b>&lt;Header.Producer/Supplier Code&gt;</b></p>
Type (N/A)	The identified type of producer, or source, the listed P/S categorized as.	N/A	N/A	N/A	Applet will not use this field.
City (N/A)	The city listed where the P/S located according to the Address listed on the Approved List, P/S window.	N/A	N/A	N/A	Applet will not use this field.
Prod Nm (prod_nm)	Product Name. The brand of the material.	Using the look-up function, the Sampler selects the appropriate product name when available.	N/A	N/A	Applet will not use this field.

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Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Mnfctr (mnfctr_cd)	Manufacturer of the product selected.	<p>Manufacturer of the product selected.</p> <p>If the Brand Name is required on the Material Detail window, then after the Product Name is populated the Manufacturer field is auto populated.</p> <p>If the Brand Name is not required on the Material Detail window, then the Manufacturer field is a search field that only displays the Producer/Suppliers that are approved for that material.</p>	N/A	N/A	Applet will not use this field.
Town (twm)	The name of the town where the work is being done.	The Sampler may specify the town if desired but is not required.	N/A	N/A	Applet will not use this field.
Geog Area (geog_area_t)	The district in which the selected material was sampled.	Using the pick-list, the Sampler specifies the District where the sample was taken.	Free-form	Auto-populated by Spreadsheet (based on data entered by the KYTC Spreadsheet Approver)	<p>The District from which the sample was submitted.</p> <p>This is automatically assigned by the spreadsheet based on the first two characters of the Sample ID (which procedurally must be the District ID).</p> <p>This is a data check field as it is a code table.</p> <p><b>&lt;Pay Values.Sample ID (leftmost 2 chars)&gt;</b></p>
Intd Use (intd_use_txt)	Description of the intended use of the material.	Per KYTC policy, this field will not be used except the Aggregate section would like this field to be populated with the intended application of the aggregate.	N/A	N/A	Applet will not use this field.

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Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Represented Quantity (repr_qty)	The quantity of the sample being associated with the contract or the quantity of material represented by the sample.	Per KYTC policy, this field will not be used.	Free-form	End-User	<p>This will be the total Represented Quantity recorded on the Project Item Tab corresponding to <b>this</b> specific Sublot.</p> <p>NOTE: the Repr Qty for <b>this</b> Sublot is computed as follows:</p> <p>IF the Cumulative Repr Qty (from the Project Items tab) &gt; (1000 * Sublot Number) THEN                      Repr Qty for this Sublot = 1000                      ELSE                      Repr Qty for this Sublot = Cumulative Repr Qty - (1000 * (Sublot Number-1))</p>
Sample Unit (unt_t)	The represented quantity material unit.	Must be either the English or Metric unit for the material.	Code Table	End-User	<p>Assigned as TONS IN LOT or MTON IN LOT by user.</p> <p>&lt;Pay Values. "Unit Dropdwon"&gt;</p>
Auth By (auth_by_cms_uid)	The ID of the user that authorized (completed) the sample.	N/A	Free-form	KYTC Spreadsheet Approver	<p>This is the KYTC person approving the QCQA Spreadsheet.</p> <p>User must be an active Security User.</p> <p>&lt;Pay Values. Approval Authorized By ID&gt;</p>

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Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Auth Date (auth_dt)	The date the sample was authorized (completed). The system will use the current date when the same is authorized.	N/A - Auto-populated.	Date	Auto-populated by Applet	System Date the sample was successfully imported into SiteManager.
Remarks (rmrks_id)	<p>Opens the remarks balloon for free-form data entry.</p> <ul style="list-style-type: none"> <li>- Available from the Basic Sample Data, Addtl Sample Data, Contract, and Other tabs.</li> </ul>	<p><u>Status:</u> The Sampler and Tester will fill in the remarks as needed and applicable to the sample. If a sample is in the FAILED status, detailed information needs to be added to remarks indicating resolution (e.g. deduction, repaired). If a sample is in the FAILED AND REMOVED FROM PROJECT status, detailed information needs to be added to remarks as to why it failed and was removed.</p> <p><u>Sample Responsibility:</u> If CONSULTANT or OTHER AGENCY is chosen, User will log comment in the remarks bubble of the Sample Information window regarding specific type of consultant that took the sample.</p> <p><u>Test Responsibility:</u> If CONSULTANT is chosen, User will log comment in the remarks bubble of the Sample Information window regarding specific type of consultant that took the sample.</p>	Free-form	KYTC Spreadsheet Approver	<p>Only looking at remarks for the Sample itself at this point.</p> <p>Limited to 254 characters per comment line.</p> <p><i>(NOTE: Remarks ID automatically assigned by spreadsheet as the concatenation of the Approval Authorized By (SM User ID) + current system date/time in the format "yyyymmddhhmmss"; Remarks Type is GEN; Remark SN starts at 1 and is incremented by 1 for each comment line on the spreadsheet starting at line 4)</i></p> <p><b>&lt;Comments.Line-n&gt;</b>  <b>(&lt;Header.Remark ID&gt;</b>  <b>&lt;Header.Remark Type&gt;</b>  <b>&lt;Header.Remark SN&gt;)</b></p>

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Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Lock Type (lock_type)	The value for this field determines the access level for updating the sample record.	This field will automatically default to the Office Level. If a sampler from an equivalent office will be updating the sample record, choose No Lock (e.g. Inspector from one Residency Crew is assigned to another Residency Crew and needs to update the Sample Record, choose No Lock). For IAS samples, select Limited Access until comparison sample is authorized. After comparison sample is authorized, select No Lock.	N/A	N/A	Applet will not use this field.
Locked By (locked_by)	Indicates who locked the sample.	N/A - Auto-populated.	N/A	N/A	Applet will not use this field.
Lock Date (lock_dt)	Indicates the date and time the sample record was locked.	N/A - Auto-populated.	N/A	N/A	Applet will not use this field.
Lock Office Lev 1	Indicator specifying whether the sample is locked at the central office level.	N/A - Auto-populated.	N/A	N/A	Applet will not use this field.
Lock Office Lev 2	Specifies the level 2 office the sample is locked at.	N/A - Auto-populated.	N/A	N/A	Applet will not use this field.
Lock Office Lev 3	Specifies the level 3 office the sample is locked at.	N/A - Auto-populated.	N/A	N/A	Applet will not use this field.
Lock Office Lev 4	Specifies the level 4 office the sample is locked at.	N/A - Auto-populated.	N/A	N/A	Applet will not use this field.

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### ADDTL SAMPLE DATA FOLDER TAB (t\_smpl)

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Smpl ID (smpl_id)	The unique identifier of the record generated for the material sample.	N/A - Auto-populated.	N/A	N/A	Applet will not use this field.  This is not a database field; it is assigned programmatically by the SiteManager application.
Buy American (buy_usa_ind)	Identifies if the material sampled fulfills the requirement for the Buy USA program.	The Sampler should select the checkbox based on contract specifications; otherwise it should be left blank.	N/A	N/A	Applet will not use this field.
Buy American (buy_usa_rqr_dmt_t)	Identifies the documentation required to accept materials for the Buy USA program.	Per KYTC policy, this field will not be used.	N/A	N/A	Applet will not use this field.
Reqst By (reqst_by_nm)	Description identifying who requested the sample.	Population of this field is optional. The Sampler may enter the requestor.	N/A	N/A	Applet will not use this field.
Witnessed By (witness_by_cms_uid)	The ID of the person who witnessed the sample being taken.	Population of this field is required if KYTC witnesses IAS, Liquid Asphalt, or QC sampling/testing.	N/A	N/A	Applet will not use this field.
Smpl Size (smpl_sz)	The size of the material sample being taken.	Population of this field is optional. The Sampler may populate this field indicating sample size and sample unit, particularly for samples that are more than one unit (e.g., 2 cans, etc.).	N/A	N/A	Applet will not use this field for this discipline.

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Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Smpl Size - Units	Units of the Sample Size.	If the Sample Size field is populated, populate the sample unit.	N/A	N/A	Applet will not use this field for this discipline.
Dist from Grade (dstnc_fnsh_grd)	The distance from finished grade for height of fill, height of test, and test depth measurements.	Per KYTC policy, this field will not be used. This information will be captured in Material Test Templates.	N/A	N/A	Applet will not use this field for this discipline.
Dist from Grade – unit of measure (dstnc_fnsh_grd_unt)	The unit of measure in which the distance from finished grade is measured.	Per KYTC policy, this field will not be used. This information will be captured in Material Test Templates.	N/A	N/A	Applet will not use this field for this discipline.
Station (sta)	The station point along the survey line where the sample is taken.	Population of this field is optional except for concrete cylinders, soils, DGA, cores and when otherwise applicable.	N/A	N/A	Applet will not use this field for this discipline.
Offset (offst)	The distance and direction from the reference point where the sample is taken.	Optional entry. This field should be populated by the Sampler for concrete cylinders, soils, DGA, cores and when otherwise applicable.	N/A	N/A	Applet will not use this field for this discipline.
Reference (ref)	The line on plans to reference the location of the sample.	The population of this field is optional.	N/A	N/A	Applet will not use this field for this discipline.
Smpld From (smpld_fr_txt)	A freeform text field where the user may enter a description of where the sample was taken.	This field should be populated by the Sampler when station and offset information are not applicable.	Free-form	End-User	The county (or counties) where the material is being placed.  <b>&lt;Pay Values.County&gt;</b>

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Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Smpl Origin (smpl_origin)	A freeform text field where the user may enter a description of where the sample originated.	The population of this field is optional.	N/A	N/A	Applet will not use this field for this discipline.
Control Type (cntrl_t)	Provides an additional identifier for the sample (if available). The type is from a list of values defined by the transportation agency. Examples are heat number, lot number, batch number, etc.	This field should be populated by the Sampler for Reinforcement Steel, Liquid Asphalt, Paint, Cement, Latex, Herbicide, Pipe and when applicable based on the Field Sampling & Testing Manual. The values in this list are: Batch Number Heat Number Lot Number	Code Table	Auto-populated by Spreadsheet	Always assigned as LOT NUMBER for this discipline.  <b>&lt;Header.Control Type &gt;</b>
Cntrl Number (cntrl_nbr)	The actual number for the type of control to identify the sample.	This field should be populated by the Sampler when a Control Type is selected in the previous field.	Free-form	End-User	Lot Number received from P/S.  <b>&lt;Pay Values.Lot Number &gt;</b>
Seal Number (seal_nbr)	The seal number of the batch of the material tested.	This field is populated by the Sampler with the roll number for Geotextiles and when applicable based on the Field Sampling & Testing Manual.	Hardcoded	Auto-populated by Spreadsheet	Sublot Number received from P/S.  For VI01: This will always be Sublot 1.  <b>&lt;Superpave. RANDOM TONS FOR EACH SUBLOT.Sublot&gt;</b>

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Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Design Type (smp_l_dsn_t)	This field indicates the type of mix design the selected material is associated with (e.g. Marshall, SUPERPAVE, etc).	Using the pick-list, this field should be populated by the Sampler when a mix design is being sampled.	Code table	Auto-populated by Spreadsheet	Always assigned as SUPERPAVE for this discipline.  <Header.Sample Design Type>
Mix ID (smp_l_mix_id)	This field indicates the ID for the mix design.	Using the look-up function, the Sampler should populate this field with the Mix ID being sampled.	Free-form	End-User	Mix Design ID assigned by KYTC and used by the Contractor.  The Mix ID must already exist as a Mix Design.  <Pay Values.Approved Mix Design>
Plant ID (plant_id)	The unique identifier for the approved P/S plant that provided the material.	Identical to Producer/Supplier Code.	N/A	N/A	Applet will not use this field for this discipline.
Plant Type (plant_t)	This field identifies the type of plant from which the material was supplied.	This is auto-populated on the window based on the Plant ID above.	N/A	N/A	Applet will not use this field for this discipline.

# KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS\*PORT Information Series

SiteManager Materials Module

## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Creator User ID (cms_uid)	Creator of Sample record.	N/A	Free-form	KYTC Spreadsheet Approver	This is the KYTC person approving the QCQA Spreadsheet.  User must be an active Security User.  <b>&lt;Pay Values. Approval Authorized By ID&gt;</b>
Include Standard Remarks (Std_rmrks_in d)	Population of this field indicates that standard remarks should be included on the Lab Report.	This checkbox should always be populated by the Sampler or the Authorizer of the sample for Project Acceptance and QC samples.	Free-form	Auto-populated by Applet	Indicator will be populated (with "Y") for QC Samples, or "N" otherwise.
Last-Modified User ID (last_modfd_u id)	Last user to modify the sample record.	N/A	Free-form	KYTC Spreadsheet Approver	This is the KYTC person approving the QCQA Spreadsheet.  User must be an active Security User.  <b>&lt;Pay Values. Approval Authorized By ID&gt;</b>
Last-Modified Date (last_modfd_d t)	Date of the last modification made to the sample record.	N/A	Date	Auto-populated by Applet	System Date the sample was successfully imported into SiteManager.

ADDITIONAL RECORDS NOT SEEN FROM WINDOWS

# KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS\*PORT Information Series

SiteManager Materials Module

## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Sample Lock Indicator (smp_lck_ind)	Indicates when a sample resides in the standalone database and has been piped-up to the server (i.e., it is no longer owned by the standalone database and therefore cannot be edited). This is automatically populated by SiteManager.	N/A	N/A	N/A	Applet will not use this field.
<Reference Document> (ref_doc)	No longer used by SiteManager.	N/A	N/A	N/A	Applet will not use this field.

# KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS\*PORT Information Series

SiteManager Materials Module

## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

### CONTRACT FOLDER TAB (t\_cont\_smpl)

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Smpl ID (smpl_id)	The unique identifier of the record generated for the material sample.	N/A - Auto-populated.	Free-form	KYTC Spreadsheet Approver (& last two characters assigned automatically by spreadsheet)	<p>KYTC on-line population procedure applies (except the user will not enter the last two characters, i.e., "XX"). The last two characters are automatically assigned for the maximum of five samples loaded by this discipline. These are:</p> <ul style="list-style-type: none"> <li>• Sublot 1 VI - "VI01"     --- or ---</li> <li>• Sublot 1 QC - "QC01"</li> <li>• Sublot 2 QC - "QC02"</li> <li>• Sublot 3 QC - "QC03"</li> <li>• Sublot 4 QC - "QC04"</li> <li>• Lot QA 1 - "QA01"</li> <li>• Lot IQA - "IQ01"</li> </ul> <p>Data check needed to ensure that this Sample ID does not already exist in SiteManager.</p> <p>If the Sample ID is blank, the remaining records/fields related to this sample should be ignored by the Applet.</p> <p><b>&lt;Pay Values.Sample ID&gt;</b></p>

# KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS\*PORT Information Series

SiteManager Materials Module

## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Contract ID (cont_id)	The unique identifier of the contract with which the displayed material is associated.	Using the look-up function, the Sampler will make the necessary contract associations in this folder tab for all Project Acceptance samples.	Free-form	End-User	A data check is required for these fields to make sure the combination of the three keys are found in SiteManager (on t_cont_itm). Also, need a data check to make sure that the sample's material is on the S&TR record for this contract item.
Project (prj_nbr)	The ID of a project.	N/A	Free-form	End-User	Multiple items can be included. All items must be on one contract, but can be on multiple projects on the contract. Duplicates not allowed.  <b>&lt;Header.Contract ID&gt;</b> <b>&lt;Project Items.Project Nbr&gt;</b> <b>&lt;Project Items.Line Item Number&gt;</b>
Line Item (ln_itm_nbr)	The unique identifier of an item associated with a contract.	N/A	Free-form	End-User	
Fed State Prj Nbr (N/A)		N/A	N/A	N/A	Applet will not use this field.  This is not a database field; it is assigned programmatically by the SiteManager application.
Cont Est Matr Qty (N/A)	The material quantity expected to be placed over the life of the contract based on the current pay item quantity-to-conversion factor relationship identified in the contract S&T requirements.	N/A	N/A	N/A	Applet will not use this field.  This is not a database field; it is assigned programmatically by the SiteManager application.

# KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS\*PORT Information Series

SiteManager Materials Module

## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Represented Qty (repr_qty)	Representative Quantity. This field may be required, depending upon System Operational Parameter settings.	Population of this field is optional.	Free-form	End-User	Contractor enters the pay item quantity for each associated Project Line Item.  This will be entered for all project items and should cumulatively add up to the number of full Sublots times 2000 units, plus the last Sublot (which may be less than or equal to 2000 units.) A message will be displayed these values do not total up to the value at the Sample level.  (NOTE: The quantity may actually originate from the KYTC resident personnel, but will be entered by the contractor.)
Material Unit (N/A)	The material unit short description.	N/A	N/A	N/A	Applet will not use this field.  This is not a database field; it is assigned programmatically by the SiteManager application.
Reported Matrl Qty (N/A)	This is total material installed. Calculated: Installed Quantity of Contract Item x Conversion Factor.	N/A	N/A	N/A	Applet will not use this field.  This is not a database field; it is assigned programmatically by the SiteManager application.

# KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS\*PORT Information Series

SiteManager Materials Module

## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Line Item Desc (N/A)	A transportation agency-defined code used to identify a particular item.	N/A	N/A	N/A	Applet will not use this field.  This is not a database field; it is assigned programmatically by the SiteManager application.
Supplemental Description 1 (N/A)	This field contains a description that is supplemental to the item's description and may be required by the transportation agency.	N/A	N/A	N/A	Applet will not use this field.  This is not a database field; it is assigned programmatically by the SiteManager application.
Supplemental Description 2 (N/A)	This field contains a secondary description that is supplemental to the item's description and may be required by the transportation agency.	N/A	N/A	N/A	Applet will not use this field.  This is not a database field; it is assigned programmatically by the SiteManager application.
Contract Description (N/A)	This field contains the Contract Description	N/A	N/A	N/A	Applet will not use this field.  This is not a database field; it is assigned programmatically by the SiteManager application.

# KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS\*PORT Information Series

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## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Last-Modified User ID (last_modfd_uid)	Last user to modify the sample record.	N/A	Free-form	KYTC Spreadsheet Approver	This is the KYTC person approving the QCQA Spreadsheet.  User must be an active Security User.  <b>&lt;Pay Values. Approval Authorized By ID&gt;</b>
Last-Modified Date (last_modfd_dt)	Date of the last modification made to the sample record.	N/A	Date	Auto-populated by Applet	System Date the sample was successfully imported into SiteManager.

# KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS\*PORT Information Series

SiteManager Materials Module

## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

### OTHER FOLDER TAB (t\_oth\_smpl) – **NOT USED BY THE APPLLET**

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Smpl ID (smpl_id)	The unique identifier of the record generated for the material sample.	N/A - Auto-populated.	N/A	N/A	Applet will not use this field for this discipline.
Type (oth_t)	The transportation agency-defined list of entities other than a contract that require S&T (e.g., maintenance, research, design, or geo-technical).	Using the pick-list, the Sampler should select Latitude and Longitude for Concrete, Cores, Soils and Other ( <i>Note: Other to be determined by Construction.</i> )	N/A	N/A	Applet will not use this field for this discipline.
ID (oth_id)	A value representing the entity.	Value will vary based on Type selected.	N/A	N/A	Applet will not use this field for this discipline.
Last-Modified User ID (last_modfd_uid)	Last user to modify the sample record.	N/A	N/A	N/A	Applet will not use this field for this discipline.
Last-Modified Date (last_modfd_dt)	Date of the last modification made to the sample record.	N/A	N/A	N/A	Applet will not use this field for this discipline.

# KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS\*PORT Information Series

SiteManager Materials Module

## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

### TESTS FOLDER TAB (t\_smpl\_tst)

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Smpl ID (smpl_id)	The unique identifier of the record generated for the material sample.	N/A - Auto-populated.	Free-form	KYTC Spreadsheet Approver (& last two characters assigned automatically by spreadsheet)	<p>KYTC on-line population procedure applies (except the user will not enter the last two characters, i.e., "XX"). The last two characters are automatically assigned for the maximum of five samples loaded by this discipline. These are:</p> <ul style="list-style-type: none"> <li>• Sublot 1 VI - "VI01"</li> <li style="padding-left: 20px;">--- or ---</li> <li>• Sublot 1 QC - "QC01"</li> <li>• Sublot 2 QC - "QC02"</li> <li>• Sublot 3 QC - "QC03"</li> <li>• Sublot 4 QC - "QC04"</li> <li>• Lot QA 1 - "QA01"</li> <li>• Lot IQA - "IQ01"</li> </ul> <p>Data check needed to ensure that this Sample ID does not already exist in SiteManager.</p> <p>If the Sample ID is blank, the remaining records/fields related to this sample should be ignored by the Applet.</p> <p><b>&lt;Pay Values.Sample ID&gt;</b></p>

# KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS\*PORT Information Series

SiteManager Materials Module

## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Test Method (tst_meth)	The unique identifier of the test template that will be used to capture the test data.	Using the look-up function, the Sampler is responsible for selecting the tests that should be performed on the sampled material. The Sampling Checklist should be used as a guideline for determining what tests to select.	Free-form	Auto-populated by Spreadsheet	Data check is needed for this field.  One test template should be created – AMAMAW. This will be used for all samples where testing is actually performed.  A field for capturing the total test charge should also be passed back within the template.  <b>&lt;Calculations.SiteManager Test Charges (bottom of table)&gt;</b>
Sample Test Nbr (smpI_tst_nbr)	The unique number/identifier for the associated test.	The Sampler should populate the Sample Test Nbr field with the number “1” for the first incident of that particular test method. Any subsequent incidents of the <u>same</u> test method for the sample should be numbered sequentially (2, 3, etc.)	Free-form	Auto-populated by Spreadsheet	Always assign as “1”

# KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS\*PORT Information Series

SiteManager Materials Module

## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Lab ID (lab_id)	This field is the unique ID number assigned to each lab entered in the system on the Approved List, Qualified Labs window.	Using the look-up function, the Sampler is responsible for specifying the lab that will perform the test.	Free-form	QC: End-User  QA: KYTC Spreadsheet Approver	<p>The Lab ID must already exist as a Qualified Lab.</p> <p>In the case of the "QC01" Sample, this will be identified as the KYTC Lab ID (regardless of where the actual testing was performed). [NOTE: the actual lab where the testing is performed will be recorded in the spreadsheet and on the test template, however the Lab ID specified on the Sample Test record will be a KYTC Lab so that Test Charges are assessed properly for the data on this spreadsheet.]</p> <p>For the VI01 and IQ01 Samples, this will be the labs where the testing is actually performed</p> <p>For the remaining QC and INFORMATIONAL Samples, this will be the labs where the testing is actually performed</p> <p>For the QA01 and IQ01 Samples, this will be the labs where the testing is actually performed</p> <p><b>&lt;Pay Values.KYTC Lab ID Pay Values.P/S Lab ID&gt;</b></p>

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## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Charge Amount (chrg_amt)	The amount charged for the test.	This field is auto populated. Per KYTC policy, this field will not be used.	N/A	N/A	Applet will not use this field for this discipline.
Start Date (strt_dt)	The date that the associated test began.	The Tester should populate this field with the actual date the sample arrived at the lab (e.g., Received Date). The one exception to this policy is for Cylinder samples, which require the Sampler to populate this field with the estimated break date for the cylinder.	Date	End-User	Date the sample was actually taken.  For QC samples, this is the Sublot Date recorded for each sublot.  For QA samples, this is the Sublot Date for the corresponding QC sublot.  <b>&lt;Superpave. RANDOM TONS FOR EACH SUBLLOT.Date&gt;</b>
Estimated Completion Date (est_cmpl_dt)	The expected test completion date.	The Tester should populate this field with the Actual Start date of the test.	Date	End-User	Date the sample was actually taken.  For QC samples, this is the Sublot Date recorded for each sublot.  For QA samples, this is the Sublot Date for the corresponding QC sublot.  <b>&lt;Superpave. RANDOM TONS FOR EACH SUBLLOT.Date&gt;</b>

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## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Actual Completion Date (actl_cmpl_dt)	The test completion date.	The Tester should populate this field with the actual date the test was completed or, in the case of cylinders, the actual break date.	Date	End-User	Date the sample was actually taken.  For QC samples, this is the Sublot Date recorded for each subplot.  For QA samples, this is the Sublot Date for the corresponding QC subplot.  <b>&lt;Superpave. RANDOM TONS FOR EACH SUBLOT.Date&gt;</b>
Last-Modified User ID (last_modfd_uid)	Last user to modify the sample record.	N/A	Free-form	KYTC Spreadsheet Approver	This is the KYTC person approving the QCQA Spreadsheet.  User must be an active Security User.  <b>&lt;Pay Values. Approval Authorized By ID&gt;</b>
Last-Modified Date (last_modfd_dt)	Date of the last modification made to the sample record.	N/A	Date	Auto-populated by Applet	System Date the sample was successfully imported into SiteManager.

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SiteManager Materials Module

## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

### TESTERS WINDOW (t\_smpl\_tstr)

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Smpl ID (smpl_id)	The unique identifier of the record generated for the material sample.	N/A - Auto-populated.	Free-form	KYTC Spreadsheet Approver (& last two characters assigned automatically by spreadsheet)	<p>KYTC on-line population procedure applies (except the user will not enter the last two characters, i.e., "XX"). The last two characters are automatically assigned for the maximum of five samples loaded by this discipline. These are:</p> <ul style="list-style-type: none"> <li>• Sublot 1 VI - "VI01"</li> <li style="padding-left: 20px;">--- or ---</li> <li>• Sublot 1 QC - "QC01"</li> <li>• Sublot 2 QC - "QC02"</li> <li>• Sublot 3 QC - "QC03"</li> <li>• Sublot 4 QC - "QC04"</li> <li>• Lot QA 1 - "QA01"</li> <li>• Lot IQA - "IQ01"</li> </ul> <p>Data check needed to ensure that this Sample ID does not already exist in SiteManager.</p> <p>If the Sample ID is blank, the remaining records/fields related to this sample should be ignored by the Applet.</p> <p><b>&lt;Pay Values.Sample ID&gt;</b></p>

# KENTUCKY TRANSPORTATION CABINET

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SiteManager Materials Module

## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Test Method (tst_meth)	The unique identifier of the test template that will be used to capture the test data.	Using the look-up function, the Sampler is responsible for selecting the tests that should be performed on the sampled material. The Sampling Checklist should be used as a guideline for determining what tests to select.	Free-form	Auto-populated by Spreadsheet	<p>Data check is needed for this field.</p> <p>One test template should be created – AMAMAW. This will be used for all samples where testing is actually performed.</p> <p>A field for capturing the total test charge should also be passed back within the template.</p> <p><b>&lt;Calculations.SiteManager Test Charges (bottom of table)&gt;</b></p>
Sample Test Nbr (smpI_tst_nbr)	The unique number/identifier for the associated test.	The Sampler should populate the Sample Test Nbr field with the number “1” for the first incident of that particular test method. Any subsequent incidents of the <u>same</u> test method for the sample should be numbered sequentially (2, 3, etc.)	Free-form	Auto-populated by Spreadsheet	Always assign as “1”

# KENTUCKY TRANSPORTATION CABINET

Kentucky TRNS\*PORT Information Series

SiteManager Materials Module

## Sample Information Window – SUPERPAVE (AMAW) Spreadsheet

Field Name	Description	KYTC Population Procedure	Spreadsheet Data Type	Source of Data	Spreadsheet Population Decision
Testers (tst_id)	<p>Provides a look-up of testers that are qualified for the selected test method.</p> <ul style="list-style-type: none"> <li>- Available from the Tests tab when a test has been added to the Tests tab.</li> </ul>	<p>Select the tester who performed the test.</p> <p>If you edit the test results your name will automatically be added to the Tester List.</p> <p>NOTE: If the tester is not qualified to perform the test, their name will not be available from the Tester Search Window.</p>	Free-form	<p>QC: End-User</p> <p>QA: KYTC Spreadsheet Approver</p>	<p>User must be an active Tester (i.e., Material User) and must have:</p> <p>An active "SUPERPAVE PLANT TECHNOLOGIST" Tester qualification for a Material Category of "ASPHALT-PLANT MIX".</p> <p>---OR---</p> <p>An active "SUPERPAVE MIX DESIGN TECHNOLOGIST" Tester qualification (and therefore have a SM User ID) for a Material Category of "ASPHALT-MIX DESIGN".</p> <p><b>VI01:</b> &lt;Superpave.Sublot # 1 Tested by&gt;</p> <p><b>QC01:</b> &lt;Superpave.Sublot # 1 Tested by&gt;</p> <p><b>QC02:</b> &lt;Superpave.Sublot # 2 Tested by&gt;</p> <p><b>QC03:</b> &lt;Superpave.Sublot # 3 Tested by&gt;</p> <p><b>QC04:</b> &lt;Superpave.Sublot # 4 Tested by&gt;</p> <p><b>QA01:</b> &lt;Super_Verify.Inspector ID (Upper)&gt;</p> <p><b>IQ01:</b> &lt;Super_Verify.Inspector ID (Lower)&gt;</p>